

Horizon School Division



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The Board of Trustees of Horizon School Division held its Regular Board meeting on Monday May 28th, 2024, beginning at 9:45 a.m.

TRUSTEES IN ATTENDANCE: Marie Logan - Board Chair, Bruce Francis – Vice Chair
 Derek Baron, Blair Lowry, Jennifer Crowson, Maxwell Holst, Mandy Court

ALSO IN ATTENDANCE: Dr. Wilco Tymensen, Superintendent of Schools
 Phil Johansen, Associate Superintendent of Finance & Operations
 Karen Rancier, Associate Superintendent of Human Services
 Terri-Lynn Duncan, Associate Superintendent of Learner Services
 Sheila Laqua, Recording Secretary

VIA ZOOM Heather Cameron, Taber Times

ACTION ITEMS

A.1	Moved by Derek Baron that the Board approve the agenda with the following change: A.4 moved to D.2 Carried Unanimously	AGENDA APPROVED 55/24
A.2	Moved by Jennifer Crowson that the Board approve the Minutes of the Regular Board Meeting held Monday, April 22 nd , 2024, as provided by Enclosure #1 of the agenda. Carried Unanimously	BOARD MEETING MINUTES APPROVED 56/24
A.3	Moved by Derek Baron that the Board approve the May 2024 Payment of Accounts in the amount of \$5,165,193.12 as provided in Enclosure #2 of the agenda. Carried Unanimously	PAYMENT OF ACCOUNTS APPROVED 57/24
A.4	<i>MOVED TO D.2</i>	
A.5	Moved by Maxwell Holst that the Board approve the Three-Year Education Plan as provided in Enclosure #4. Carried Unanimously	THREE-YEAR EDUCATION PLAN APPROVED 58/24
A.6	Moved by Blair Lowry that the Board approved the 2024-2025 Budget as presented by Philip Johansen, Associate Superintendent of Finance and Operations. Carried Unanimously	2024-2025 BUDGET APPROVED 59/24

A.7	Moved by Bruce Francis that the Board approve the 2024-2025 IMR Plan as provided here . Carried Unanimously	2024-2025 IMR APPROVED 60/24
A.8	Moved by Blair Lowry that the Board approve the 2024-2025 School Fee Schedules as provided in the agenda link. Carried Unanimously	2024-2025 SCHOOL FEE SCHEDULES APPROVED 61/24
A.9	Moved by Jennifer Crowson that the Board approve the second reading of DA – Records Management as provided in Enclosure #6 of the agenda. Carried Unanimously	SECOND READING POLICY DA APPROVED 62/24
	Moved by Jennifer Crowson that the Board approve the final reading of Policy DA – Records Management as provided in Enclosure #3 of the agenda. Carried Unanimously	FINAL READING POLICY DA APPROVED 63/24
A.10	Moved by Maxwell Holst that the Board approve the second reading of IGB – Personal Communication Devices as provided in Enclosure #7 of the agenda, with suggested amendment to I.1 <i>kindergarten to Grade 8</i> . Carried Unanimously	SECOND READING POLICY IGB APPROVED 64/24
	Moved by Maxwell Holst that the Board approve the final reading of IGB – Personal Communication Devices. Carried Unanimously	FINAL READING POLICY IGB APPROVED 64/24
A.11	Moved by Bruce Francis that the Board approve that the Central School Two-Year Caretaking Tender be awarded to Parhar Custodial Services. Carried Unanimously	CENTRAL SCHOOL CARETAKING TENDER APPROVED 65/24

DISCUSSION ITEMS

D.1 EMPLOYEE RECOGNITION AWARDS

Each year the Board of Trustees recognizes employees who have served for 5, 10, 15, 20, etc. years with Horizon School Division. The Board would like to thank each of them for their dedication and the service that they have provided.

D.2 HORIZON ASSURANCE SURVEY

Superintendent, Wilco Tymensen shared the results of the Horizon Assurance Survey. [Results can be found here.](#)

INFORMATION ITEMS

I.1 SUPERINTENDENT'S REPORT

- View Dr. Wilco Tymensen, Superintendent's May 2024 Report [here](#).

I.2 TRUSTEE/COMMITTEE REPORT

I.2.1 ASBA Zone 6 Report

Mandy Court, Zone 6 Rep, provided a summary from the Zone 6 meeting:

- Edwin Parr Annual Banquet and Awards
- ASBA President, Marilyn Dennis & Dr. Vivian Abboud attended the Zone 6 meeting held in Taber at the Horizon School Division
- ASBA Vice-President, Shali Bazuik shared information on AI in schools
- Cell phone use in schools was discussed
 - A round table discussion will be held at the June meeting to further discuss the matter

I.2.2 Administrator's Meeting Report

Jennifer Crowson, Trustee provided a summary of the May 2024 Administrator's Meeting:

- Collegiate Presentation by Dr. Cheryl Gilmore
- Budget Update
- Clarity around Employee Self-Declaration forms
- Mental Health reflections
- Cell phone policy
- Assurance Survey Data
- AI (Artificial Intelligence) in schools
- 2025 Administrator's Symposium

I.2.3 Facilities Meeting Report

Vice Chair, Bruce Francis, provided an update regarding Facilities Department work for the month of May 2024:

- MRE Capital Project progress
- WRM/DAF Modernization Phase 2 Update
- 2024-2025 IMR
- Central School Caretaking Tender

I.3 ASSOCIATE SUPERINTENDENT OF FINANCE AND OPERATIONS

- Philip Johansen, Associate Superintendent of Finance and Operations shared the following May summary.
 - 2024-2025 Budget
 - Upcoming Insurance Renewal

I.4 ASSOCIATE SUPERINTENDENT OF HUMAN SERVICES REPORT

- View Karen Rancier, Associate Superintendent of Human Services' May 2024 Report.

I.5 ASSOCIATE SUPERINTENDENT OF LEARNER SERVICES REPORT

- View Terri-Lynn Duncan, Associate Superintendent of Learner Services' May 2024 Report [here](#).

CORRESPONDENCE

- No discussion came from the correspondence.

Moved by Derek Baron that the meeting adjourn.

Carried Unanimously

MEETING ADJOURNED

66/24

COMMITTEE ITEMS

Moved by Mandy Court that the Board meet in Committee.

Carried Unanimously

COMMITTEE

67/24

Moved by Maxwell Holst that the meeting adjourn.

Carried Unanimously

MEETING ADJOURNED

68/24

Marie Logan, Chair

Sheila Laqua, Executive Secretary